



MEETING NOTICE

TO: North East Texas Regional Mobility Authority Board Members
FROM: Gary Halbrooks
DATE: Tuesday, September 13, 2022
SUBJECT: **September Board Meeting**

The next meeting of the NET RMA is scheduled as follows:

DATE: Tuesday, September 13, 2022
TIME: 1:30 PM
PLACE: NET RMA Offices
1011 Pruitt Place
Tyler, TX 75703

Enclosed please find the agenda and other pertinent information for your review prior to the meeting. Should you have any questions, please call Megan Page at 903.630.7894.

NORTH EAST TEXAS REGIONAL MOBILITY AUTHORITY (NET RMA)
BOARD OF DIRECTORS REGULAR MEETING
Tuesday, September 13, 2022, 1:30 PM
NET RMA Offices
1011 Pruitt Place
Tyler, TX 75703

Gary: We are starting with the swearing in

1. CALL TO ORDER AND DECLARATION OF QUORUM.

Notice of this meeting was posted with the Secretary of State's Office and on the NET RMA website and office on Friday, September 9, 2022.

Gary prays.

2. OPEN PUBLIC FORUM/COMMENT PERIOD.

No Comment

3. WELCOME AND INTRODUCTION OF BOARD MEMBERS.

All board members introduced themselves around the table and via Zoom.

In Person – Andrea Williams-McCoy, Curtis Rath, Marcia Daughtrey, Rush Harris, Larry Kellam, Matthew Watts, Chet Clayton, Larry Morris, and Gary Halbrooks

Zoom – Robbie Shoults, Jason Ray, Keith Honey, Dave Spurrier, Ben Hamilton, and John Cloutier

4. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON THE ELECTION OF OFFICERS OF THE NET RMA. (RESOLUTION 22-14) **Action Item**

Neal Franklin swears in the four new board members. Curtis Rath – Camp County, Rush Harris – Harrison County, Larry Kellam – Smith County, and Matthew Watts – Smith County.

Motion – Marcia Daughtrey, Second – Larry Morse. Motion is approved.

5. CHAIR'S REPORT.

Gary Halbrooks

Gary – nothing to discuss

6. DISCUSSION, CONSIDERATION AND APPROVAL OF THE MINUTES FOR THE JULY 12, 2022 REGULAR BOARD MEETING.

Gary – No changes to be made.

Motion – Chet Clayton – Second – Marcia Daughtrey. Motion is approved.

7. COMMITTEE REPORTS.

Andrea – Sometimes it is good take a moment to bring up some positive events, and I think this is heartwarming and good to share with the board. We initiated the Linda Thomas Safe Driving Scholarship, and we opened this scholarship to all students in the 14 counties of the NET RMA. We had a fantastic response and had about 75 applications for 10 scholarships. We received this handwritten note in the past month. This note is from Gavin Bailey who goes to a small school named James Bowie, and he is an amazing kid. All our recipients were amazing students. Students and parents were all grateful.

Colleen – Reads the letter at Andrea's request

8. REVIEW AND ACCEPTANCE OF NET RMA FINANCIAL STATEMENTS.

Dianne – Total revenue is even, total revenue and fees (video, net) is under budget by 11%, total operating revenue is under budget by 4%, total operating expense is even. Toll 49 operating expenses is over budget by 7%, total other income budget is over by 3%, and total net income is under budget by 6%.

Dianne also discussed that we had a delay in invoices till July and due the first part of August. NTTA is still in the rampart of collections, there was also an additional expense to pay to Kapsh.

Larry – You mentioned a delay in collections, due you have an idea of the amount?

Dianne – We are still in the ramp up, so I am not sure 100%.

Motion – Larry Morse, Second – Chet Clayton. Motion is approved.

9. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE NET RMA 2022-2023 BUDGET. (RESOLUTION 22-15) **Action Item**

Gary – The budget starts with Dianne, then the Finance Committee, then the executive Committee, and then it comes to the Board today. I want y'all to know that this the process. I appreciate Dianne and Glenn since this is a laborious process each year.

Glenn – I would like you to know is our controller went through a lot of data to establish the best budget possible. We have been through our final version, which is version 6. I will let Dianne go through the budget.

Dianne – She explains the budget in detail.

No Questions

Motion – Chet Clayton, Second – Larry Morse. Motion is approved.

10. TOLL 49 SYSTEM TRAFFIC AND REVENUE REPORT. **CDM Smith**

Justin – I am with CDM Smith. Toll 49 is a limited access toll road and was open in segments starting in 2010. The current rate is \$0.207 per mile plus an addition surcharge for pay by mail. Historical trends show that growth is consistent but was affected by covid. If we look solely at trucks, we jumped back very quickly.

Andrea – Our truck traffic is about the same in compared to the whole country, but passenger traffic?

Justin – Yes, passenger traffic is lagging. Toll 49 is not a commuter toll road. Lowest segment is segment 4. There is not a lot of full distant trips. 72% of users are just using the road just 1 day a week.

Questions

Larry Morse – About a 20% reduction?

Justin – Yes, by 2055 it is about 20% change.

Matthew Watts – Why is there a reduced rate of growth?

Justin – It's just a lag in economic growth due to COVID and other factors. It will be heavily affected by population.

Larry Kellam – Does fuel affect this?

Justin – Not really, but overall inflation could be a factor.

Andrea – This is an overall Trend?

Justin – Yes, this is an overall trend.

Andrea – Are there other areas in the state that are higher than 2019?

Justin – Yes, but everywhere is still lower than what is expected. There are more people working from home than before.

Larry Morse – What is the region that is defined in your study?

Justin – Showed map of the Region presented in slide

Gary – Questions?

11. PRESENTATION ON SAFE DRIVING CAMPAIGN.

Hahn Public

Kami – If you recall we worked with Chet the Day Tripper, and here a few of the ads in the slide. In total, Chet shared 11 posts for us. Overall, they were very successful. This was from June 15th to August 21st. We are also had the NTTA website front and center. We also placed Google Display Ads and Radio ads. The Google Ads reached the most people. We targeted people by their age, zip code and driving preference. Any questions on Chet Influencer?

David – These are the characters we came up with in our safe driving campaign. These are all over radio, digital videos and static adds as well. This will be running this fall. This will put NET RMA in a good light by promoting safe driving. One video is shown. Colleen has seen ads in person. We got in touch with Media Contacts about the Road Resurface. Here are some articles and a TV spot as well. Showed TV spot in slide. We are always trying to promote positive things for the NET RMA. Questions?

**12. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE WORK AUTHORIZATION NO. 16 WITH ATKINS FOR GEC SUPPORT SERVICES FOR FY 2023.
(RESOLUTION 22-16)**

Action Item

Glenn – This an extension to allow Atkins to take care of quite of few things for us every year that we need help with. The estimate is the amount that is listed in our budget. Staff recommends approval of this work authorization.

Motion – Curtis Rath, Second – Marcia Daughtrey. Motion is approved.

**13. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE SUPPLEMENTAL WORK AUTHORIZATION NO. 3.1 WITH HNTB FOR GEC SUPPORT SERVICES FOR FY 2023.
(RESOLUTION 22-17)**

Action Item

Glenn – We use HNTB as our current GEC in the preparation for the grant in the 4-lane job. They did a great job in watching their cost. We did not use all the funds. This will allow them to assist us in future jobs with the left-over money.

Motion – Larry Kellam, Second – Matthew Watts. Motion is approved.

**14. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE WORK AUTHORIZATION NO. 6 WITH CDM SMITH FOR TRAFFIC AND TOLL REVENUE TECHNICAL SUPPORT SERVICES FOR FY 2023.
(RESOLUTION 22-18)**

Action Item

Glenn – CDM Smith is represented today by Justin and his colleague. We are asking to approve them for the next year. Staff recommends approval of this work authorization.

Marcia – Is this a flat fee?

Glenn – No, this is as needed.

Motion – Andrea McCoy-Williams, Second – Marcia Daughtrey. Motion is approved

**15. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE WORK AUTHORIZATION NO. 1 WITH FAGAN CONSULTING FOR TOLL SYSTEMS CONSULTING SERVICES FOR FY 2023.
(RESOLUTION 22-19)** **Action Item**

Glenn – They mainly handle the electronic toll maintenance, oversight of that system, accuracy, counting toll transaction, monthly maintenance reviews, and a large amount of technical supports. Staff recommends approval of this work authorization.

Motion – Larry Morse, Second – Chet Clayton. Motion is approved.

**16. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE WORK AUTHORIZATION NO. 7 WITH SICE, INC. FOR TOLL SYSTEM INTEGRATOR SERVICES FOR FY 2023.
(RESOLUTION 22-20)** **Action Item**

Glenn – Sice is our new toll integrator and providing equipment on the gantries. The amount is in accordance with the estimate they provided us. Staff recommends approval of this work authorization.

Chet – Do we have to approve this every year or overall?

Glenn – We thought it was a little cleaner to approve a yearly budget out of the 2 million amount instead of a onetime approval.

Motion – Andrea, Second – Watts. Motion is approved.

**17. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE EXECUTION OF AN ADVANCED FUNDING AGREEMENT WITH TXDOT FOR A TRAFFIC SIGNAL AT THE INTERSECTION OF SH 110 AND TOLL 49.
(RESOLUTION 22-21)** **Action Item**

Glenn – They are paying for part of this project, and we are paying for part of this project. They could say this is our problem, but they are willing to work with us. This is very meticulous and takes a lot of additional efforts to get project to the finish line. I am asking your authority for the Chairman be able to fund the signal with the amount included in our new budget.

Marcia and Dianne had discussion about the road.

Motion – Rush Harris, Second – Marcia Daughtrey. Motion is approved.

**18. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AWARD OF PRIORITY PROJECT GRANTS.
(RESOLUTION 22-22)** **Action Item**

John Cloutier – We had 3 applicants, and we approved the Harrison County submittal. This project has been developed in front of our eyes. This application has come up several times. This application was wonderful. They even show their personal attributions in manpower. This is our recommendation currently. I am hoping to bring the committee together again in the next 90 days.

Motion – Curtis Rath, Second – Rush Harris. Motion is approved.

19. EXECUTIVE DIRECTOR'S REPORT.

A. Update on Toll Tag Signage on Toll 49

Glenn – In a previous board meeting, signage was discussed. We are in the process of removing the smaller individual TX Tag signs with NTTA signs to improve the visibility to NTTA since we have a partnership with them. It is beneficial to

both of our entities.

Discussion took place between Glenn, Everett, and Matthew.

Cloutier – Thank you to advertising folks because I know they helped that transition.

Glenn – I will not be coming back with a cost estimate, we will be moving forward.

B. Calendar for Upcoming Board of Directors Meetings

Glenn – Anytime there is a change, we will update the website and send out an email.

20. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE AN EMPLOYEE SALARY AGREEMENT. (RESOLUTION 22-23) Action Item

Gary takes the board into executive session

Motion – Robert Messer, Second – Larry Morse. Motion is Approved.

21. ADJOURNMENT.

Gary – Meeting is adjourned.

EXECUTIVE SESSION - PURSUANT TO CHAPTER 551, SUBCHAPTER D, TEXAS GOVERNMENT CODE, IF ANY

- **At any time during the meeting of the NET RMA Board of Directors, the Board may meet in executive session for consultation concerning matters under Chapter 551 of the Texas Government Code, including:**
 - A. Section 551.071. Consultation with Attorney—Consultation with and advice from legal counsel concerning pending/contemplated litigation, settlement offers and negotiations, ongoing disputes and potential disputes, and other legal issues.**
 - B. Section 551.072. Deliberation Regarding Real Property—Discussion of real property purchase, exchange, lease, license, gift, donation, and/or negotiated settlement, including property to be acquired for right-of-way.**
 - C. Section 551.074. Personnel Matters—Deliberation concerning the appointment, employment, reassignment, evaluation, duties, discipline, and/or dismissal of personnel.**

PARTICIPATION BY TELEPHONE CONFERENCE CALL:

One or more members of the Board may participate in this meeting through a telephone conference call, as authorized by Section 370.262, Texas Transportation Code. Under that law, each part of the telephone conference call meeting that by law must be open to the public shall be audible to the public at the meeting location. During the meeting, the identification of each party shall be clearly stated prior to speaking, and the meeting shall be documented by written minutes. On conclusion of the meeting, the written minutes of the meeting will be made available to the public.

OPEN COMMENT PERIOD

The Board will allow an open comment period, **not to exceed one hour**, to receive public comment on any other matter that is under the jurisdiction of the Board, including an item listed on the agenda. Public comment must be made during the open comment period. You must be recognized by the presiding officer.

Each speaker will be allowed a **maximum of three (3) minutes**. For subjects that are not otherwise part of the agenda for the meeting, Board members may neither comment nor question speakers during the open comment period, but may request the presiding officer, or a recognized committee, to investigate the subject further. No action will be taken on matters that are not part of the agenda for the meeting.

NOTE

Enumerated agenda items are assigned for ease of reference only, and will not necessarily be considered by the Board in that particular order. The presiding officer may rearrange the order in which agenda items are considered.

Presenters with audiovisual needs are requested to contact NET RMA at 903.630.7894 at least two working days prior to the meeting.

ACCESSIBILITY STATEMENT FOR DISABLED PERSONS

This meeting site is accessible to disabled persons as follows: wheelchair ramp at the main entrance. If any special assistance or accommodations are needed in order to attend this meeting, please contact the NET RMA at 903.630.7894 at least two working days prior to the meeting so that appropriate arrangements can be made.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for person who are deaf or hearing impaired, and readers of large print or Braille, are requested to contact the NET RMA at 903.630.7894 at least two working days prior to the meeting so that appropriate arrangements can be made.

MINUTES